



PLAN AHEAD FOR THE HOLIDAYS!

Did you know that the average person throws away 25 percent more material during the holiday season than during any other time during the year? Are you ready to accommodate extra material in your solid waste and recycling program?

1. **Mixed Paper and Cardboard.** With online shopping, gift wrapping, and gift unwrapping, you are bound to see an increase in the amount of mixed paper generated at your property. Consider a few additional collection days for your recycling to ensure your containers do not overflow. If residents encounter overflowing recycling containers, they may place their recyclables in your trash containers instead.
2. **Commingled Materials.** 'Tis the season to be merry! With parties and out-of-town house guests, you may also see an increase in commingled food and beverage containers generated at your property. Consider a few additional recycling collection days, and monitor the containers closely.
3. **Christmas Trees.** If residents are permitted to have live Christmas trees, fresh wreaths, and/or roping at your property, make arrangements now for special collections. Christmas trees must be recycled per Montgomery County Executive Regulation 15-04AM, so don't let them end up in the trash!
 - ✿ Contact your solid waste/recycling collector or landscaping contractor to schedule special pick-ups in December and January. Or, self-haul the trees to the Montgomery County Solid Waste Transfer Station/Recycling Center in Derwood.
 - ✿ Notify your residents of the special collection schedule so they know when and where to bring their trees, wreaths, and roping.
 - ✿ Keep records, including the number of collections, pounds of material collected (or number of trees collected), and to where the material was taken so you can complete your Annual Recycling and Waste Reduction Report. Your contractor should be able to provide you with this information.
4. **Holiday Lights.** Visit www.montgomerycountymd.gov/recycling and click on "Recycle your holiday lights" to learn about local opportunities to recycle old, unwanted holiday lights. Holiday lights should not be placed in the commingled materials recycling container.



Questions? Call the TRRAC program at 240-777-6446. Happy holidays!



ENGAGE IN RECYCLING!



Residents at Heritage House listen to a recycling presentation in Chinese in October.

The TRRAC team has had a great fall season talking with the staff and residents at multi-family properties. Since July, the team has participated in 52 events at multi-family properties, including recycling tables at community events or in lobbies as residents return home at the end of the day, resident presentations, and staff trainings. In addition to raising community awareness about recycling and waste reduction, these events show the community that property management cares about these issues and is committed to recycling. If you would like to schedule an event for your residents, please call the TRRAC Program at 240-777-6446. At the same time, schedule a training for your staff! Training can be tailored to specific staff, such as cleaning, front desk, or maintenance staff, or we can provide a presentation broadly suitable for all staff.

Does your staff know...

- ✎ where you store apartment recycling bins for your residents and how to order them at no charge from our office;
- ✎ where residents can take larger recyclable items at your property;
- ✎ who your collection companies are;
- ✎ how to maintain your recycling collection areas;
- ✎ how to address common issues with apartment/condominium recycling programs;
- ✎ what resources the TRRAC program can provide;
- ✎ what materials can be recycled at your property; and
- ✎ what materials can be recycled at the Montgomery County Solid Waste Transfer Station/Recycling Center?



Staff at Grosvenor Park learn how to maximize recycling and reduce cost.

In the process of educating your staff about recycling, you may find some advocates who will enjoy the opportunity to spearhead your recycling program. At a high-rise in Bethesda, it was the housekeeping supervisor who was so enthusiastic about recycling that he made recycling displays to place in the lobby every few months, monitored the impact of the display on resident recycling activities, and attended an evening meeting at another property on his personal time to discuss what it takes to have a great recycling program.

We frequently conduct bilingual (English/Spanish) staff trainings, and we have recently conducted resident presentations with the assistance of Korean, Russian, and Chinese interpreters. If your community has specific language needs, let us know when you call to schedule an event!



Children at White Oak Towers play a game to learn about recycling.



A typical lobby recycling table, complete with apartment recycling bins to offer to residents.



Specially for the holidays, a display on creative gift wrap ideas at Cole Spring Plaza.

6 Steps to a Successful Recycling and Waste Reduction Program

Staff and resident education is one of the six actions of a successful recycling and waste reduction program. It takes all six components to successfully recycle materials generated at your property, reduce the amount of material placed in the trash containers, track your accomplishments, and see your costs decrease.

1. As a property, commit to recycling.

Commitment has many forms, including a knowledgeable staff, well labeled collection areas, and a program that meets the needs of the property and its residents. Obtain the support of your top management.

2. Ensure recycling containers are convenient and sufficiently sized to accommodate all recyclable materials generated.

If recycling containers are overflowing (our #1 resident complaint) before resident education, they will overflow even more after resident education. And, in order to realize cost savings from reducing trash collection frequency or container size, the recycling containers need to be sized to accommodate the materials residents generate.

3. Monitor and maintain your program.

Check your collection sites regularly to identify issues, replace worn labels and posters, address overflowing and/or under-utilized containers, etc.

4. Educate and engage staff and residents.

In addition to special awareness events, good education programs include move-in packages, occasional written reminders, and notices when programs change. Many properties are switching from small wheeled carts to dumpsters for collecting recyclable materials. This is great! However, your residents are conditioned to think dumpsters are for trash only. Let them know of the change, or you may find trash in your recycling dumpsters.

5. Reduce waste.

“Take-Away Treasure.” At Glen Waye Gardens Condominiums in Silver Spring, it is easy for residents to reduce waste and donate items they no longer want. On the third Saturday of every month, residents can place donatable items in specified areas at the property. Others may claim them as their “treasure,” and any items remaining are taken to Unique Thrift Store. According to Vicki Vergagni, President of the Board of Directors, the event has attracted attention from people outside the community as well, and about 50 percent of the material is claimed as treasure on-site, while the other 50 percent is donated.

6. Report your progress.

Annual Recycling and Waste Reduction Reports for calendar year 2010 are due by Tuesday, February 1, 2011. The report is a chance to highlight the improvements made at your property to reduce solid waste and increase recycling achievement. The Division of Solid Waste Services (DSWS) uses this information to identify award-winning recycling programs, estimate the recycling rate achieved by each property, assess the success of County recycling programs, and monitor compliance with recycling regulations. Multi-family properties that fail to file an Annual Recycling report by the deadline may be issued a fine of up to \$150 per day; levied each day the report is late.

How do you file the Annual Recycling Report?

- You can now file online! On or after January 1, 2011, visit www.montgomerycountymd.gov/recycling and click on “Apartment/Condominium Recycling Program (TRRAC)” to begin the process. The benefits of filing online include reducing the amount of paper generated, receiving immediate confirmation of report receipt, and easy tracking of recycling rates and data from year to year.
- Mail/Fax. You may also download the three (3) page report form from our website and mail or fax the completed form to DSWS.



Residents at Waterford Tower in Kensington create their own posters.





December 2010

RECYCLE MORE NOW!


MONTGOMERY COUNTY DIVISION OF SOLID WASTE SERVICES

Multi-Family Recycling Program
Contact: Lauren Kuhn
101 Monroe Street, 6th Floor
Rockville, Maryland 20850

Office: 240-777-6446
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Fax: 240-777-6465
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County Transfer Station 240-777-6560
County Recycling Center 301-417-1433

To receive this newsletter electronically, simply subscribe at www.montgomerycountymd.gov/recycling.
This information is available in an alternative format by calling Lauren Kuhn at 240-777-6446.

 Printed on recycled and recyclable paper

Calendar of Events

Tuesday, February 1, 2011

ANNUAL RECYCLING AND WASTE REDUCTION REPORTS DUE

The Montgomery County Recycling Program will be participating in the following events:

Saturday, March 12, 2011

GAITHERSBURG ST. PATRICK'S DAY PARADE

Washingtonian Center, Gaithersburg, Maryland

Monday, March 28, 2011

MONTGOMERY VILLAGE FOUNDATION HOME IMPROVEMENT SHOW

Saturday, April 9, 2011

WSSC H2O FEST

12600 Great Seneca Hwy, Germantown, Maryland

Friday, April 22, 2011

EARTH DAY

Plan an event (and invite us)!



For information about these events, call 240-777-6446
or visit www.montgomerycountymd.gov/recycling

THE DIVISION
OF SOLID WASTE
SERVICES WISHES
YOU AND YOUR
STAFF A SAFE AND
HAPPY HOLIDAY
SEASON.

THANK YOU FOR
YOUR ONGOING
RECYCLING
EFFORTS!

